

UTILITY WORKER II

DEFINITION:

Under general supervision, performs a variety of skilled work in the maintenance of water supply and wastewater collection system facilities and appurtenances; performs related work as required.

CLASS CHARACTERISTICS:

Utility Worker II is the advanced journey-level class of this series and incumbents are competent to independently perform a number of assigned tasks skillfully and safely. The operation of equipment, vehicles and power tools is a regular responsibility of this class. In addition, the Utility Worker II position requires the possession of a Grade I Water Treatment Operator Certificate or a Wastewater Collection System Operator Certificate or the equivalent (described below). This class is distinguished from the next higher class of Senior Utility Worker in that in that the Senior Utility Worker provides lead direction to crews in the utility maintenance operations assigned to maintain the City's water distribution and sewer collection systems.

IMPORTANT AND ESSENTIAL JOB FUNCTIONS:

1. Perform a variety of advanced skilled work to maintain water wells, chemical feeder equipment, pumps, motors, telemetering sensory equipment, treated water storage facilities, water distribution pipelines and related appurtenances, sanitary sewers for the collection of wastewater and pumping equipment for both systems.
2. Ensure the proper treatment of water from local groundwater sources.
3. Take water samples and make field tests to confirm water treatment procedures and adjust chemical feeders accordingly.
4. Perform maintenance work in support of sewer line flushing program and the pump maintenance program.
5. Change chemical drums to keep a continuous flow.
6. Ensure that storage reservoirs are maintained at the proper operating levels.
7. Make minor repairs and adjustments to tools and equipment used.
8. Answer inquiries from citizens regarding work performed.
9. Maintain accurate records of work performed.
10. Assist other maintenance crews in emergency situations

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MARGINAL/PERIPHERAL JOB FUNCTIONS:

1. Perform related work as required.

QUALIFICATIONS:

Knowledge of:

1. Use and care of common hand tools.
2. Safety practices pertaining to the work.
3. Basic shop arithmetic.
4. Basic mechanical maintenance practices and methods.
5. Tools, equipment practices, methods and materials for water production, storage and distribution facility repair and maintenance projects and activities.
6. Tools, practices and techniques related to sanitary sewer and related pump station maintenance and repair.
7. Safe and proficient operation of a backhoe and field maintenance practices.
8. Basic water treatment principles and practices.
9. Safe handling of water treatment chemicals.

Skill in:

1. Following oral and written instructions.
2. Establishing and maintaining effective working relationships with those contacted in the course of work.
3. Dealing tactfully and effectively with the public.
4. Operation of a backhoe.
5. Leading and performing work in accordance with written or oral instructions.
6. Performing skilled operations and maintenance work on utility equipment and facilities.
7. Reading and interpreting plans and specifications.

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Skill In: (Continued)

8. Maintaining accurate records and preparing clear reports of work performed.
9. Performing basic mathematic computations.

JOB REQUIREMENTS:

1. The completion of high school or the equivalent.
2. Two years of semi-skilled and skilled maintenance work on pumps, motors, pipelines and related facilities as are found in a water/wastewater utility. In addition, the two years of experience must have also included experience operating excavation equipment such as a backhoe.
3. Possession of a State of California Grade I Water Treatment Operator Certificate, a California Water Pollution Association Grade I Collection System Maintenance Certification, an American Water Works Association Water Distribution Operator certificate or the equivalent.
4. Previous work experience in a lead role on utility system maintenance work assignments in the field is required.
5. Possession of a valid California Class A driver's license in conformance with adopted City driving standards within three months of date of hire. Must have passed written examination prior to date of hire.
6. The ability to wear self-contained breathing apparatus in emergency situations.
7. The ability to climb 40 - 50 feet on a ladder.
8. Willingness and ability to work extended hours as required and to respond from home to the Public Works Corporation Yard within 30 minutes when assigned to stand-by duty.
9. Willingness and ability to respond to emergencies on a 24-hour stand-by basis.

MACHINES/TOOLS/EQUIPMENT UTILIZED:

1. Various hand and power tools
2. Digging and cutting tools
3. Portable generator
4. Telephone
5. Reports, forms, pencils, and pens
6. Calculators

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MACHINES/TOOLS/EQUIPMENT UTILIZED (continued):

7. Automobile
8. Two-way radio
9. Pager
10. Maps, plans, and blueprints
11. Keys to City locks

Utility Worker positions at different frequencies require use of :

1. Back hoe
2. Jackhammer
3. Vacuum and dump trucks
4. Computer monitor, keyboard, and printer

Self-contained breathing apparatus used in emergencies:

1. Air tank
2. Mask
3. Hoses
4. Gauges
5. Harness

PHYSICAL DEMANDS:

1. Walking
2. Driving
3. Mobility
4. Speaking/hearing
5. Seeing
6. Sitting/standing
7. Climbing
8. Self-contained breathing apparatus weight approx. 20 lbs.
9. Lifting up to 75 lbs.

ENVIRONMENTAL AND ATMOSPHERIC CONDITIONS:

Office Conditions:

1. Indoors: normal office conditions, 5% of the time
Travel: varying conditions, 95% of the time
2. Noise level: conducive to office setting
3. Lighting: conducive to office setting
4. Flooring: low level carpeting
5. Ventilation: provided by central air conditioning
6. Dust: normal, indoor levels

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ENVIRONMENTAL AND ATMOSPHERIC CONDITIONS (continued):

Field Conditions:

1. Outdoors: varying outdoor weather conditions
2. Noise level: low to high equipment noises
3. Flooring: grass, gravel, rock, dirt, and wet surfaces
4. Hazards: working in areas that are in various stages of development and construction